

1

Background

Within the SEND Quality Assurance process, an EHC plan audit is carried out bi-monthly. The theme for cycle 12 was completed Annual Reviews. 7 audits were completed and rated using: Outstanding, Good, Requires Improvement and Inadequate. Each question has a rating and an overall CFWS/social care advice judgement and an overall EHC plan judgement (for the whole of the EHC plan).

2

Data / information

EHCP audit – overall judgement on the amended plans following an Annual Review



3

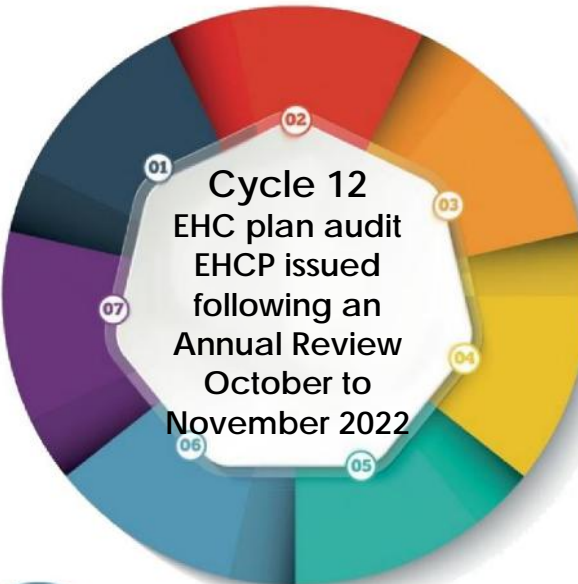
Working well?

- All Annual Reviews were attended by at least a parent/carer. Some reviews did include the child or young person and their voice was identified through the use of quote marks.
- The voice of the child or young person has been included and, in most cases, has been updated – however, it is often unclear what are the actual words of the child or young person. To make this clear, the SEND Code of practice advocates for the use of quote marks to distinguish voice or to make clear if the views of parents or professionals are being represented.

7

**What happens next?
Education learning**

- SENDCos to be provided with the link to Council for Disabled Children training on how to carry out an Annual Review
- **SENA service**
- Further support is required to ensure that Case Managers include needs under the correct type.
- Pull out relevant information from reports to include under the correct heading within section F
- Medication included within health advice does not need to be included within an EHCP – this is for an IHCP



4

Working well?

- Where aspirations have been sought, this thread ran throughout the EHCP through to outcomes and the provision required.
- Where the Year 9 transition template has been used, Preparation for Adulthood outcomes were more apparent within the amended EHCP.
- Progress against outcomes has been recorded within the Annual Review template.

6

What to do to improve?

- A number of reports were included with the Annual Review documentation. However, these were not referred to within the minutes or included on the EHCP amendments.
- Information provided on potential needs during the Annual Review has not been followed through to ensure that all needs are identified and can then be met.
- There are still some significant amounts of information that was deemed to be outdated by the auditor/moderator that needs to be updated within section A (voice) and section B (needs). This may then have a bearing on outcomes and provision required to meet these needs.

5

What to do to improve?

- More information was included within the Annual Review documentation that gave the auditor and moderator a better idea of the child/young person and their needs and aspirations. However, not all of this information was included within the final EHCP.
- There does need to be a greater emphasis on Preparation for Adulthood outcomes and how these will be achieved through having an EHCP.

